

Nominations Committee Update

Greetings JCA members,

As you are aware the upcoming AGM and elections will have a packed agenda. To facilitate an efficient and effective process, the nominations committee is providing this update and putting forward several motions for membership to consider.

Updates:

As a reminder the Role of Nominations Committee as per the JCA Constitution is:

- To canvass the membership and the community for suitable candidates for Board/committees positions; 10.5.2
- To present to the AGM a slate of suitable candidates closely matched to the criteria provided for the particular position on the Board of Directors, 10.5.3
- To ensure that persons intending to run for a position on the Board of Directors are not part of the Nominating Committee and that should a Nominating Committee member decide to run for a Board position, he/she resign immediately;

Nominations Committee members:

Danavan Samuels, Nicole Harriott (Co-chairs) Simone Banton, Lisa Crowell, Audrey Campbell

This Year the following positions are open for election:

• President	• Vice- President*	• Treasurer
• Director of Fundraising	• Secretary	• Director at Large*(1)

* The Vice-President and Director at large positions are posted as 1 year terms as these positions are being filled outside of the natural term period (2 years).

At the time of this report the committee was notified of the resignation at the Director at Large (2) position. However there was not enough time to include that position in the natural selection process.

As noted, this year we have an unusually high number of positions up for election. To facilitate an efficient process, the Nominations Committee is asking members to follow the below outlined process.

The elections will take place after the board presentations and the wrap up of regular board business.

1. Please ensure that your membership is in good standing for Election Day. If you have any questions regarding your membership status, please contact Pam Reynolds JCA membership Committee.at: 416 746-5772 EX. 249

2. When you sign in on Election Day please ensure you receive your elections ballot Form. (Please treat this as you would any official elections document).

Your Ballot form will list the Positions and the candidates vying for those positions.

Please ensure you have a pen or pencil to mark your ballot.

3. Once a position has been announced and the candidates have made their 3 minute presentations, we ask that you place an X beside the candidate of your choice.

For positions that have only 1 candidate the ballot will include an option to abstain from voting. (as per the proposed Motion).

4. At the end of the vote, the nominations committee will collect the ballots and the AGM process will continue.

5. The Nominations Committee will introduce the new members of the 2016 Board and officially close the meeting.

***Spoiled ballots:**

The Nominations Committee will review each ballot for each position. Should a ballot be deemed spoiled (selection not clear, not marked or multiple selections made for a single position), that ballot will not be counted for that position (only that Position).

If a candidate does not receive a 50% +1 vote they cannot not be acclaimed to a position and the nominations committee will work with the board and membership to fill that position as per the constitution. As per Motion #1

Motions:

The committee recognizes that there are instances where only one candidate is put forward for a position. To ensure membership retains the right to elect / reject candidates we are putting forward a motion to require a majority vote from membership for candidate to be elected into the position as per section 10.12 of the constitution.

10.12. Decisions at all meetings shall be by majority vote of those present.

The following motion is being presented to the membership for approval.

Motion 1 - Effective May 2016: For instances where there is only one candidate running for a position, the nominations committee must include an abstain option on the ballot. The candidate must receive a majority votes to be elected into the position.

Please send questions or comments to JCAboardinfo@gmail.com



Executive Secretary Tanya Chin

Jamaican Canadian Association
Quarter 4 Minutes – May 31, 2015

AGM.

Board Members Present

Barrington Coke, President

Audrey Walters, Vice-President

Tanya Chin, Executive Secretary

Roy Williams, Treasurer Designate

Cheryl Ann Ewan, Director of Fundraising

Mission, Vision Values

...

The Jamaican Canadian Association (JCA) is to deliver programs and services, provide a physical hub, and to advocate improving the well-being and equity of Jamaican, Caribbean, and African-Canadian communities within the Greater Toronto Area.

Call to Order

The President called the meeting to order at 1:35 pm.
Lawful quorum was present.

1. President Welcome

- Ismay Murray – Opening prayer
- Introduction of Board
 - President
 - Vice President
 - Executive Secretary
 - Director of Fundraising
 - Treasurer Designate

The Jamaican, Caribbean, and African-Canadian communities will be a socially and economically equitable group that is represented and contributes at all levels to a strong and diverse Canada.

**Respect
Dignity
Diversity
Integrity
Advocacy
Excellence**



2. Bereavement / Illnesses / Observance

Condolences

- Sadie Harrison
- Mary Green's mother passed
- Dorothy McCurdy's husband passed

3. Approval of the Agenda

- Board Motion for the amendment of article 10.8 of the by-laws deferred
- Board Motion for the amendment of article 10.10 of the by-laws deferred
- Treasurer Designate will bring a Motion

Request for Approval of the Agenda – Erma Collins; Seconded by Alton Telfor. All in favour. None opposed. No abstentions or objections. Approved.

4. Review of Minutes of Previous Meeting

Motion moved by Dwight Gordon to adopt the Minutes of May 25, 2014; Seconded by Adaoma Patterson. All in favour. None opposed. No abstentions or objections. Motion carried.

5. Corrections / Matters Arising / Adoption

Discussion:

- Member Alton Telfor requested entire first and last names be indicated in the minutes, not initials

6. Communications

Discussion:

- Mandeville and Portland agencies inviting the Jamaican community to attend financial seminars;
- Domestic Violence Awareness Presentation presented by the Women's Committee.



7. Transition Team

- Updates to Risk Assessment;
- Met with CAFCAN and JCA Boards to identify additional supports they require;
- Created mentorship initiative for board members;
- Operational transition team created to ensure both CAFCAN and JCA Boards are working together, increase communication between boards, and address any operational issues;
- Outlined "measures of success" for board members

Discussion:

- Member Alton Telfor requested entire first and last names be indicated in the minutes, not initials

8. Officers' Reports

President's Report:

- Mentors were assigned to each board member to facilitate the transition and assist with the learning curve expected from new board members;
- Despite support, the Treasurer and the Director of Communications resigned with their main reason being JCA workload demands; The Director of Fundraising was removed;
- The Director-at-Large was appointed Fundraising Director;
- Roy Williams was appointed interim (until May 31, 2015) JCA Treasurer;
- Funding was acquired to hire a Volunteer Coordinator to seek out volunteers and attract new members;
- Using volunteers to run JCA is untenable and unsustainable;
- CAFCAN is registered as a non-profit organization and JCA will continue to be trustee for CAFCAN until May 2016, as we await confirmation of CAFCAN's charitable status;
- CUPE negotiations are ongoing; a number of non-monetary issues are resolved.
- The walk-a-thon remains JCA's biggest fundraiser, netting \$15,509.00.
- The Advocacy Committee, together with the Black Business Professionals' Association (BBPA), hosted a Mayoral debate, at the JCA, on September 24, 2014;
- The JCA worked with the community leaders for a send-off for to the outgoing Consul General and High Commissioner, and reception for the incoming officials;
- Together with the Immediate Past President, President attended one of several community consultation meetings by the Toronto Police Services Board (TPSB) for input into the selection of Toronto's new Police Chief; President relayed the JCAs endorsement of Deputy Chief Sloly;
- The JCA, in coalition with Jamaican Diaspora Canada Foundation (JDCF), Black Action Defence Committee (BADC), Canadian Alliance of Black Educators, the Toronto Guardians, is hosting a series of Community Consultation forums to unite and



build capacity to address the issues impacting our community and community development;

- President will represent the JCA at the Diaspora conference in Jamaica to ensure the JCA is properly recognized for its history and status in Canadian Society;

Discussion:

- President seeking a chair for the July reception for Police Chief Saunders; Audrey Campbell indicated that the JCA should reach out to other organizations to have a community reception welcoming the new Chief of Police;
- Kingsley Gilliam indicated he wrote a letter to all Black organizations to join in a coalition with other Black community partners on diplomatic missions that operate in the Toronto area;
- Erma Collins indicates Interim CEO should provide a report at the AGM as JCA is CAFCAN's trustee.

Motion moved by Adaoma Patterson for Acceptance of President Report based on discussions. Seconded by Rafaleta Walker. All in favour. No objections or abstentions. Motion carried.

Vice President's Report:

- Thanks given to the JCA for the privilege to serve, lessons, support, and counsel received;
- Acknowledgment and thanks to Yola Daley for her services as Membership Chair;
- Acknowledgment and thanks to Dr. Sylvanus Thompson, and his team, for their work on Black History Month, Scholarship, and Spelling Bee
- Acknowledgment and thanks to Vilma Garnett for her work with the Saturday Morning Tutorial Program;
- Acknowledgment and thanks to Joycelyn De Souza and her team for their work on the Women's Committee;
- Acknowledgment and thanks to Owen Dunbar for his contributions as Building Committee Chair.

Discussion:

- Kena Clark indicated that the JCA was incorporated in 1971 and moved to a charity in 1979;
- Website: Adaoma Patterson noted that the AGM Reports should be accessible; Transition Team should have space on the website;
- Board Room: Alton Telfor would like funding to replace the chairs; Prime Ministers' photos should be labeled and reorganized;
- By-law 12.4.3 states: "... Trustees shall make a report to the Members at the Annual General Meeting including recommendations for care, maintenance, and/or replacements of such assets;" Dan Hamilton would like this to be abided by;



- Seniors confirmed that they will continue to stay under the JCA mantle;

Motion moved by Joycelyn DeSouza for Acceptance of Vice President's Report. Seconded by Sandra Whiting. All in favour. None opposed. No objections or abstentions. Motion carried.

Interim Treasurer's Report:

- Review of Balance Sheet and Operating Statement

Discussion:

- Consideration given to charging CAFCAN market rent rates and the possible consequences;
- Financial statements are presently joint with CAFCAN but will ultimately be split between the two organizations

ACTION ITEM: Treasurer to advise when there will be full separation of JCA and CAFCAN financials.

Motion moved by Sandra Whiting for Acceptance of Treasurer's Report. Seconded by Vilma Garnett. Two opposed. No objections or abstentions. Motion carried.

Director of Fundraising's Report:

- Elected as Director-at-Large but, upon the removal of the Director of Fundraising, and after assuming many of the Fundraising Roles, she was elected Director of Fundraising at the November 2014 Quarterly meeting
- Focus is not only on generating funds but also on increasing membership;
- Concepts to be implemented: Social Night, Movie Night, Gospel Concert/Competition, Toastmasters JCA Chapter;

Motion moved by Raffaleta Walker for Acceptance of Director of Fundraising Report. Seconded by Pam Powell. All in favour. None opposed. No abstentions or objections. Motion carried.

Interim CEO's Report received as presented:

Discussion:

- JCA works collaboratively with Tropicana to support various programs;
- Volunteer Coordinator has been hired;
- CRA requires distinction between CAFCAN and JCA and we will continue to show evidence of the differences;



- Approval of the Auditor – Michael Evans;
- Program Manager reviewing Bell phone lines to determine which lines belong to JCA and which belong to CAFCAN;
- The membership to be kept apprised of the status of CAFCAN's charitable status.

Motion moved by Joycelyn De Souza for Acceptance of Interim CEO's Report. Seconded by Adaoma Patterson. All in favour. None opposed. No abstentions or objections. Motion carried.

9. Acknowledgment of New Members/Visitors

- Princess Boucher
- Harry Scarlett
- Aiesha Juno
- Chris Campbell
- Justin Powell
- Alton Brooks
- Doreen Green
- Amy Mitchell
- Joel White

10. Board Motions

Motion moved by JCA Board President to amend article 6.2 of the Constitution to add two additional Director-at-Large positions to the Board of Directors. Official titles/positions to be assigned at time of election for the duration of their term, as directed by the Board and/or the membership. Seconded by Sandra Whiting. All in favour. No objections or abstentions. Motion carried.

Motion moved by JCA Treasurer to have the JCA take a position on police carding. Seconded by Sandra Whiting. All in favour. No objections or abstentions. Motion carried.

Motion moved by JCA Treasurer to have the JCA advocate for the abolishing of the practice of police carding. Seconded by Audrey Campbell. All in favour. No objections or abstentions. Motion carried.

11. Auditor's Report

- Received as presented

Discussion:

- Sandra Whiting and Velma Garnett to appoint auditor.



12. Nomination Committee Report

- Dan Hamilton and Erma Collins will no longer sit on this committee;
- Danavan Samuels and Nicole Harriott will continue to sit on this committee;
- New committee members sought.

13. Election of Officers and Directors

- Lawful quorum was present;
- Call for the appointment of scrutineers:
 - Erma Collins;
 - Danavan Samuels;
 - Nicole Harriott
- Positions available for election:
 - Vice-President
 - Maureen Ennis
 - Leadership, change management, organizational skills
 - Experience with volunteer communities/community outreach
 - Desire to see the JCA socially and economically viable
 - Possesses the zeal to serve, understanding of the Jamaican Diaspora, passion of a mother, and drive for excellence

Motion moved by Dan Hamilton to dispense with the vote as there are no other candidates. Seconded by Mr. Clarke. All in favour. No objections or abstentions. Motion carried.

- Treasurer
 - Roy Williams
 - First President of the JCA
 - Commitment and dedication remains unchallenged
 - Will assist in the role of Treasurer for a period of one year and will undertake to train a "Treasurer Designate" for the remainder of the term

Motion moved by Dan Hamilton to dispense with the vote as there are no other candidates. Seconded by Kingsley Gilliam. All in favour. No objections or abstentions. Motion carried.

- Director of Communications
 - Alton Brooks
 - Focused on development and execution of public relations
 - Intends to work with Director of Fundraising to market events
 - Plans to increase interest in the JCA and increase membership
 - Flexible, good communicator, works well under pressure



Motion moved by Dan Hamilton to dispense with the vote as there are no other candidates. Seconded by Alton Telfor. All in favour. No objections or abstentions. Motion carried.

- Director at Large
 - Chris Campbell
 - Executive on his union for 13 years
 - Familiar with democratic process
 - Has volunteered with many community organizations
 - Joycelyn De Souza
 - Women's Committee Chair and active JCA member since March of 2013
 - Previously volunteered with the Gala and Walk-a-thon
 - Degree in Accounting and interested in being the Treasurer Designate
 - Leo Campbell
 - Former Vice President of the JCA and Director of Communication
 - Focused on Membership recruitment, youth programs, and advocacy
 - Princess Boucher
 - Founder of Women's Achievement Awards
 - President of Promotion
 - Focused on community involvement, community service, increasing JCA membership, and enhancing programs already in place
 - Harry Scarlett
 - Has fundraised for numerous events
 - Ability to find creative ways to get funding

Ballot Counting

14. Committee Reports

Building Committee Report – Owen Dunbar, Chair:

- Building committee has over 25 members, with 12 active members;
- The committee is responsible for ongoing maintenance of the building;
- The committee recommends the following:
 - Creation of a budget for preventative maintenance
 - Scheduling of regular "clean up days" for the building and its surrounding grounds;
 - Renovations to the former Kwik Kopy space to make it usable for membership activities



Motion moved by Chair of Building Committee for acceptance of his report. Seconded by Joycelyn De Souza. All in favour. No objections or abstentions. Motion carried.

Women's Committee Report – Joycelyn De Souza, Chair:

- Purpose is to bring awareness of women's issues to the membership and broader community;
- International Women's Day: March 8, 2015;
- Annual Community Gifting and Film Presentation: November 16, 2014;
- Currently working on a Domestic Violence Awareness Round Table to create awareness;
- Ongoing sponsorship of a foster child in Africa;
- Donations to the Stephen Lewis Foundation, Eva's Place, and PACE Canada.

Motion moved by Chair of Women's Committee for acceptance of her report. Seconded by Vilma Garnett. All in favour. No objections or abstentions. Motion carried.

Saturday Morning Tutorial Program Report – Vilma Garnett, Chair:

- Recognized by the Toronto District School Board for academic assistance to students;
- Return of Youth Leadership and Public Speaking Program, Heritage Field Trip, and Introduction to Robotics

Discussion:

- 75 registered students; 12 tutors

Motion moved by Vilma Garnett for acceptance of her report. Seconded by Joycelyn De Souza. All in favour. No objections or abstentions. Motion carried.

15. Announcements and Other Business

- Flag raising: August 2, 2015;
- Acknowledging attendance of Pam Campbell from United Way;
- Caribbean Canadian Women's Club offering free computer classes to seniors on Tuesdays and Thursday;
- Acknowledgment of \$600.00 donation from Domino Club;
- Seniors Social Club bus trip to Orillia: July 15, 2015.

16. Election of Officers and Directors

- Pronouncement of Director-at-Large: Joycelyn De Souza, Chris Campbell, and Leo Campbell



Motion moved by Lorna Grey for destruction of ballot. Seconded by Vilma Garnett. All in favour. No objections or abstentions. Motion carried.

- Request ballots be destroyed

17. Other Business

Motion moved by JCA Board President to increase membership fees for "Regular Members" as defined by article 4.3 of the Constitution.

- The Board proposes to increase Regular membership fees from \$25.00 annually to \$50.00 annually for any **new memberships** effective June 1, 2015.
- The Board proposes to increase Regular Family membership fees from \$35.00 annually to \$70.00 annually for any **new memberships** effective June 1, 2015.
- The Board proposes to increase Regular Senior membership fees from \$10.00 annually to \$15.00 annually for any **new memberships** effective June 1, 2015.

Discussion:

- Membership is not a fundraising tool;
- Need to offer something in order to justify increase;
- Membership proposes amendment to motion to read:

Motion moved by Alton Telfor to increase membership fees for "Regular Members" as defined by article 4.3 of the Constitution to \$30.00 for regular members, \$20.00 for seniors, \$50.00 for families, and present membership grandfathered in at present rate for a term of one year. Seconded by Vilma Garnett. Four opposed. No objections or abstentions. Motion Carried

18. Adjournment

With no further business to discuss, a motion to adjourn the meeting was made, seconded, and carried at 6:37pm.

X

Tanya Chin
Secretary

X

Maureen Ennis
Interim President

Notice of Motion to be moved by me, Kingsley P. Gilliam at the AGM:

Whereas the JCA's Social Services Division, which has served the Jamaican, Caribbean and African Diasporic Communities in Toronto for over forty years, has devolved to a new entity, CAFCAN, and Whereas it is in the interest of the JCA and the community for the services provided by that new entity be continually available to the members and clients of the JCA, and for them to maintain decision-making influence on the decisions and governance of CAFCAN;

Be it resolved that this Body confirms that, as members of the same family, JCA members shall also be members of CAFCAN upon payment of the required dues.

AND

Be it further resolved that the JCA Board to communicate this to the CAFCAN Board and request this be included in CAFCAN's Bylaws.